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Executive Registry

1-1683

JUL 31 1950

The Public Printer
U. S. Government Printing Office
Washington 25, D. C.

Attention: Mr. J. H. McWhorter
Field Service Manager

Dear Sir:

STATSPEC In connection with the discussions which have been held in recent months between representatives of the Government Printing Office and the Central Intelligence Agency in regard to the transfer of what is known as [] from the mimeograph process in CIA Reproduction Branch to the offset process in the GPO-State Service Office, I wish to furnish the following information.

I understand that recent studies by GPO personnel have indicated that there will be a number of problems in connection with the production of this job, and it is therefore necessary to set forth the conditions under which a transfer of the printing of this material can be agreed to by this agency.

The following is a schedule of work and deliveries required:

Book No.	Area	Average No. Pages Daily	No. of Copies	Last Stencil Delivered By:	Completed and Ready for Delivery
25X1A			278	10:30 a.m.	2:30 - 3:00 p.m.
			330	1:30 p.m.	2:30 - 3:00 p.m.
			380	2:00 p.m.	2:30 - 3:00 p.m.
			406	2:30 p.m.	4:00 p.m.
			359	2:30 p.m.	4:00 p.m.

Approximately 70 per cent of this job is out of page number sequence making it difficult to gang run. The daily average is 280 pages with a minimum of 211 and a maximum of 359, or an average of 176,000 impressions. Of the total impressions, 132,000 impressions are printed on both sides and 44,000 on one side.

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There are a total of 20 mimeograph operators and collators, and a supervisor, working on this job for periods ranging from five to seven hours each day. The salaries of these employees range from \$1.07 to \$1.99 per hour, and a total of approximately 129 man hours per day are necessary for the completion of this job, making a total personnel cost of \$166.85 per day. Materials used in connection with the job include ink, wire, and mimeograph paper averaging \$205.75 per day, thus making a total combined cost of personnel and materials of \$372.60.

It is necessary that, if this job is to be transferred to the GPO-State Service Office, there be an understanding that the job will be produced with the same or a better degree of efficiency than exists at the present time and that the cost therefor will not exceed, on the average, a daily total of \$372.60. The production and delivery schedules of each of the books listed above cannot be changed. Also, the methods by which the material is turned into the GPO-State Service Office for printing have been surveyed; and it has been determined that these methods cannot be changed to satisfy production requirements.

The transfer of the printing of the [] material cannot be permitted to interfere in any respect with the printing services required under the NIS Program. It is expected that during the next six to twelve months printing services for the NIS Program will reach approximately 50 sections per month. Accurate estimates beyond this period cannot now be made. STATSPEC

It is requested that the above facts be carefully considered prior to transfer and that you advise me at your earliest convenience of your decision in the matter.

Sincerely yours,
SIGNED

[]

Acting Executive

25X1A

AS(SERVICES)

[] new (28 July 50)

cc: Signor's Chrono

Executive ✓

Chf, Adm Staff

Chief, Services Div. (2)

Chief, Repro. Branch

Management Officer

Central Records

Concur or Not Concur:

Chief, Repro. Branch Date

Concur or Not Concur:

Chief, Services Div. Date

Concur or Not Concur:

Management Officer Date

Management Officer Date

Original letter along with all carbons forwarded 31 Jul 50 to Chief, Admin Staff for info and to Chief, Services Division for dispatch. Copy for Executive withdrawn for file in Exec chrono file, 31 Jul 50.